HARRIETSHAM PARISH COUNCIL

I hereby give notice that the Parish Council Meeting of Harrietsham Parish Council will be held on **Wednesday 25th March 2026** in the **Booth Hall** at **7.30pm. Members are summoned to attend.**

Amanda Broadhurst
Mrs A Broadhurst PSLCC
Parish Clerk

Public Discussion
Public Discussion, for a maximum of 15 minutes, is at the discretion of the Chair. In accordance with Standing Order 3, Parishioners may address the meeting with regard to an item on the Agenda (time limited to 5 minutes per person). A question shall not require a response at the meeting, nor start a debate.

AGENDA

1. **Apologies** – *To receive and accept apologies for absence*
   Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, Under Section 85(1) of the Local Government Act 1972. The Members present must decide whether the reason(s) for a member's absence shall be accepted.

   Cllr Griffiths

2. **Minutes of Full Council Meeting held on 25th February 2026** – *To consider the Minutes and, if in order, to authorise the Chairman to sign as an accurate record.*

3. **Declaration of Interests**
   Members who have an interest to declare on any items on the agenda must declare the existence and its nature at the start of the meeting and act in accordance with the Localism Act 2011 s27 and the Council's Code of Conduct.
   - Changes to the Register of Interests
   - Declarations of Pecuniary Interest
   - Requests for Dispensation

4. **Items to be taken in Closed Session**
   To determine if any items on the Agenda should be taken with the public exclusion of the Press and Public: To resolve that, in accordance with the Public Bodies (Admission to Meetings) Act 1960 Section 1(2), and by reason of the confidential nature of the business, the Press and Public shall be excluded from the meeting.
   - Agenda Item 19 – Staffing Matters

5. **Planning**

5.1 Planning Decisions – Outstanding with MBC

24/500007/FULL – Mount Farm, Greenway Forstal
Demolition of 5no. Existing commercial buildings (referred to in the submitted details as buildings 02-06), erection of 2no. single storey buildings for use as a winery and a vistors centre, and part demolition, conversion and extension of the existing dwelling (building 01) to form a 19no. bedroom hotel, with associated parking, landscaping and widening of the existing agricultural access between Forstal Land and Ashford Road in connection with providing access to the proposed development
HPC Recommendation: ***No Objection***

25/503929/OUT – Land North of West Street
Outline application (with all matters reserved except access) for erection of up to 50 dwellings, including access formed from West Street, parking, associated infrustructure and landscaping.
HPC Recommendation: ***Refusal***

26/500884/FULL – Glebe Medical Centre, Church Road
Installation of Pharmabox and associated works including lighting, CCTV and new hardstanding
HPC Recommendation: ***Parish Council is Applicant; letter sent supporting the Surgery***

5.2 Planning Decisions – Approved by MBC

26/500207/TPOA – Hayman, Pilgrims Lakes
TPO application to reduce one Yew (T1) to a height of 10m and spread of 3m Yew (TPO 3 of 1964)

5.3 Other Planning Matters

6. **Environmental**

6.1 Minutes of the Environmental Meeting held 9th March 2026 (To approve)

6.2 Other Environmental Matters
- Transfer of 1/3 of Glebe Field – *Clerk*

- Transfer of West Street Green - *Clerk*
- Clarification of Timing for Lake Treatments – *Amenity Manager*
- Outstanding Allotment Invoice - *Amenity Manager*

7. **Finance**

7.1 To Approve the Income and Expenditure spreadsheets

7.2 **Other Financial Matters**

- Grant Application from the Knit, Crochet & Crafting Group (To ratify paying the hall hire fees for 4 sessions) - *Clerk*

8. **Highway Matters** (To receive a report) – *Highways Group*
   - A20 Traffic Surveys – *Cllr Roots/Clerk*
9. **Quotation for the Gutters to be Cleaned at the Medical Centre** – *Clerk*
10. **A20/West Street Green Christmas Lights (To receive an update)** – *Clerk*
11. **CCTV for West Street Green** – *Cllr Dean*
12. **Data Protection Training** – *Clerk*
13. **Annual Parish Meeting** – *Clerk*
14. **Big Lunch** – *Cllr Dean*
15. **Data Retention Policy** - *Clerk*
16. **Future Events** (To note)
17. **Items for Future Consideration** *(Completed form to be submitted to Clerk prior to meeting)*
    - Village Christmas Event – *Cllr Griffiths (June agenda)*
18. **Date of Next Meeting** – **Wednesday 29th April 2026** at **7.15pm** in the **Booth Hall,** followed by the **Annual Parish Meeting** commencing at 8.00pm.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 Section 1(2), and by reason of the confidential nature of the business, the Press and Public shall be excluded from the meeting for the following Agenda Items.

19. **Staffing Matters**
    - **Amenity Manager Vacancy** – *Clerk*
    - **Council Administration** - *Clerk*